Consideration of Walking School Bus Contract

☒ **Action Item**
☐ **Report/Discussion Item**

Overview

The Walking School Bus contract describes the partnership between Columbia Public Schools and the PedNet Coalition. The amount in the contract ($45,402) will cover the administrative overhead of the PedNet Coalition and will support PedNet's role in developing walking routes, recruiting and supervising walking leaders, and maintaining good relations with the Columbia Public Schools school liaisons.

In addition, $11,589 will pay for eight school-based liaisons (stipends to teachers before/after contract time). The total cost to the district will be budget-neutral—$57,000.

Fiscal Impact and Funding Source

Stipends for liaisons (Lee)	$1,855
Stipends for liaisons (10-week schools)	6,496
Walk leaders (Lee)	3,247
Total CPS staffing costs	**$11,598**
PedNet management contract	45,402
Total CPS costs	**$57,000**

Recommendation

It is the recommendation of the administration that, at its meeting on September 9, 2013, the Board of Education approve the Walking School Bus contract as presented.

Materials Preparation and Inquiries

This item was prepared by Dr. Peter Stiepleman, Assistant Superintendent for Elementary Education, and Linda Quinley, Chief Financial Officer and Board of Education Treasurer. Inquiries about these materials or requests for additional information pertaining to this item should be directed to Dr. Stiepleman (214-3411) or Ms. Quinley (214-3702).

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Consulting Contract

Client: Columbia Public Schools

PedNet Coalition, Inc. Project Contact: Annette Triplett, Executive Director

Role: Walking School Bus Management

Preamble: This Contract is effective as of the date of the party last signing below by and between Columbia Public Schools, having a business address at 1818 W. Worley St, Columbia, MO 65203 and PedNet Coalition, Inc., having a business address at P.O. Box 7124, Columbia, MO 65205.

Contract Services:
PedNet Coalition, Inc. will provide Columbia Public Schools with the following Walking School Bus program management services:

- Daily program at Lee Elementary school
    - September 16, 2013 – December 20, 2013
    - January 6, 2014 – May 27, 2014 (or June 4, 2014 in case of snow days)
- 10-week program each semester at Derby Ridge, Fairview, Grant, Parkade, Ridgeway, Shepard Boulevard and West Boulevard Elementary schools
    - September 16, 2013 – November 22, 2013
    - March 3, 2014 – May 9, 2014
- Recruit and train walk leaders, volunteers and Columbia Public Schools' staff liaisons
- Design walking routes
- Communicate about the program with students, teachers, parents, walk leaders and volunteers
- Evaluate the program through surveys with liaisons and parents in April-May 2014 and report the findings to the Board of Education by June 1, 2014

Rate: $53,220

Term of Validity: September 9, 2013 – June 5, 2014

Billing: Payment to PedNet Coalition, Inc. will be in monthly installments.

- October 1, 2013 – $5,913.33
- November 1, 2013 – $5,913.33
- December 1, 2013 – $5,913.33
- January 1, 2014 – $5,913.33
- February 1, 2014 – $5,913.33

- March 1, 2014 – $5,913.33
- April 1, 2014 – $5,913.33
- May 1, 2014 – $5,913.33
- June 1, 2014 – $5,913.36

Conditions for Termination: Either party may terminate the Contract at any time by giving written notice to the other party 30 days before termination. If the Contract is terminated, Columbia Public Schools will pay PedNet Coalition, Inc. for actual expenses incurred up to the date of termination.

Other Provisions:

- All Walking School Bus documents and information are owned by PedNet Coalition, Inc. Any newly printed publications will include the Columbia Public Schools logo.
- All PedNet staff, Walking School Bus walk leaders and volunteers will be screened with a background check before working with children. The background check information will be collected by PedNet and then submitted to Columbia Public Schools for processing.
- PedNet carries a $2 million liability insurance policy and will maintain this level of coverage for the duration of the contract.
- Changed or unforeseen conditions may require work beyond the scope of this Contract. In this event, a supplement to this Contract shall be executed and submitted by Columbia Public Schools to PedNet Coalition, Inc. Any change in compensation will be covered in the supplement.
- This Contract is the entire agreement of the parties relating to the subject matter hereof, and supersedes all prior and contemporaneous negotiations, correspondence, understandings, and agreements of the parties relating to the subject matter hereof. It may be amended only by agreement in writing, signed by both parties.
- This Contract shall be interpreted and enforced in accordance with the laws of the State of Missouri (regardless of the choice of law principles in Missouri or any other jurisdiction).

Signatures: In witness whereof, the parties have executed this Contract as of the date of the party last signing below.

PedNet Coalition, Inc.:

By: _____
Annette Triplett
Executive Director

Date: _____

Columbia Public Schools:

By: _____
Christine King
President, Board of Education

Date: _____

Attest:
By: _____
Board of Education Secretary

Date: _____